

## Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR SESSION ON **AUGUST 10, 2015 at 6:00 P.M.** IN THE TUTTLE CITY HALL LOCATED AT 221 W. MAIN STREET.

MEMBERS PRESENT: T.J. CHESTER, MARY SMITH, TERESA BUCK, AARON MCLEROY AND TODD LITTLETON

MEMBERS ABSENT: NONE

STAFF PRESENT: TIM YOUNG, DAVID PERRYMAN, WENDY MARBLE, DON CLUCK, BRUCE ANTHONY, SEAN DOUGLAS, AARON SLATTERY, NATASHA SAPP, JASON O'NEAL AND REBECCA POOLE

OTHERS PRESENT: JACKIE HINE, LONNIE PAXTON, EDDIE SOUTHARD, VICKIE SOUTHARD, GEORGE RUSSELL, GREG BLOUNT, DANA JOHNSTON, JANE BRYANT, RICK CUMMINGS, DARREL SINCLAIR, WALLACE MELLINGER, R. ROBERTSON, RUSSELL KNOX, JEAN KNOX, BOBBY WAITMAN, RYAN TINDER, NANCY TINDER, SHELI THOMAS, TREY THOMAS, JAMES BALLARD, GERALD JOHNSON, JOSONDA LABETH, BUTCH THOMAS, JOHNNY CHILDERS, JAYSON KNIGHT AND OTHERS THAT DID NOT SIGN IN

**CALL TO ORDER** Mayor Chester called the meeting to order at 6:06 p.m.

**ROLL CALL** Wendy Marble called the roll and declared a quorum present

**PLEDGE OF ALLEGIANCE** Boy Scouts led the pledge

**INVOCATION** Littleton gave the invocation

Mayor Chester requested beginning with Item 7a

### 1. INTRODUCTION OF GUESTS / HEARING OF CITIZENS OR DELEGATES

(This is an opportunity for citizens to address the City Council. If you wish to speak at this evening's meeting, please fill out a "Request to Speak" form. The forms are available from the City Clerk's table or at the entrance door. Please turn in your form prior to the start of the meeting. City Council rules and regulations limit visitor comments to a maximum of three minutes should be directed to the City Council as a whole. The Oklahoma Open Meeting Act prohibits the City Council from taking official action on requests made during this portion of the agenda unless otherwise noted on this agenda.)

**Arnold Johnson presented information about building a bank at highway 4 and Tyler Dr. and the request to move the tornado siren. Council presented this item is on the agenda.**

**Jackie Hind presented she has no concerns about the ball field (Item 7b) other than the not enough parking. Ask that they use the parking off of highway 4.**

**Lonnie Paxton presented a restaurant wants to rent the old bike depot building but there is not enough parking. He wanted to make the council aware that this is an issue.**

### 2. PRESENTATIONS, PROCLAMATIONS AND RECOGNITION

**No action**

### 3. Discussion and questions regarding items on the consent docket

**McLeroy asked if additional equipment was discussed regarding Item g and h. Anthony presented yes the additional equipment was discussed as part of the purchase. Anthony presented information about Item f should be EMS #2. 522 grant covers all expenses.**

**Chester asked about the ladder truck purchase and Anthony said he is waiting to see pictures before moving forward with purchase.**

**Buck requested information about Item i. Young presented this amends the budget for revenues and expenditures.**

4. CONSENT DOCKET

(This item is placed on the agenda so that the City Council, by unanimous consent, can designate routine items and those items requiring minimum discussion to be approved or acknowledged in one motion. If any item does not meet with approval of all Councilmembers, that item will be removed from the consent docket and considered in regular order)

- a. APPROVAL minutes for City Council meeting July 13, 2015
- b. APPROVAL minutes for City Council special meeting July 22, 2015
- c. ACKNOWLEDGMENT receipt of payroll and claims for July 2015
- d. APPROVAL and RATIFICATION all action taken by the Tuttle Public Works Authority for July 2015
- e. TABLING regarding the development of User Agreements for Tuttle Parks for Silver City Tractor Club
- f. APPROVAL surplus and disposal of an ambulance (EMS #2)
- g. APPROVAL purchase of additional equipment for new ambulance not to exceed \$20,000
- h. APPROVAL purchase of a power cot for \$15,000
- i. APPROVAL Budget Amendment 2015-\_\_ for library roof replacement and vehicle repairs related to May 2015 storms
- j. ITEM REMOVED FROM AGENDA
- k. APPROVAL use of the former Tuttle Lumber Building as community space in the Parks & Recreation Department
- l. ITEM REMOVED FROM AGENDA
- m. AUTHORIZATION to spend \$51,143.83 on various city vehicles damaged in the May 2015 storms
- n. ACCEPTANCE of easements at Hannah Dr and E Tyler Dr
- o. APPROVAL clinical agreement with Canadian Valley Technology Center
- p. APPROVAL of **Resolution 2015-17** request to the Oklahoma Department of Transportation to conduct a traffic study on W Main St/SH-37 and to consider lowering the speed limit in front of Schrock Park and the Tuttle Senior Center

**Motion was made by Littleton, seconded by McLeroy to approve Consent Docket**

**Items a,b,c,d,e,f,g,h,i,k,m,n.o and p. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

5. CONSIDERATION of Items Removed from Consent Docket

6. GENERAL GOVERNMENT

- a. UPDATE, DISCUSSION and related CONSIDERATION regarding storm damage, recovery, and cleanup

**Slattery discussed the FEMA regulations and if damage is bundled more money could be collected. McLeroy asked if the City has the money to make the repairs. Douglas presented it could be 2 to 3 years before the City is reimbursed. Young presented the monies from streets and emergency funds can be used.**

- b. DISCUSSION and related CONSIDERATION conducting a City Council retreat and establishing City Council workshop meetings

**McLeroy requested this after a meeting he attended which suggested annual or quarterly retreats and workshops. Perryman presented it will be an open meeting that will require an agenda.**

**Council discussed and selected August 31, 2015 for the first workshop meeting.**

**Motion was made by Littleton, seconded by McLeroy to approve conducting a retreat and establishing Council workshop meetings. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

7. COMMUNITY DEVELOPMENT

- a. DISCUSSION and related CONSIDERATION of **Ordinance 2015-13** request of the Tuttle Public Schools to close the alley in Block 47 of the Original Town of Tuttle

**Mr. Waitman presented the alley closing is requested in order to expand the bus yard.**

**Motion was made by Smith, seconded by Chester to approve Ordinance 2015-13 requesting to close the alley. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

- b. DISCUSSION and related CONSIDERATION declaring accessory structures (batting cages and ball field) at 25 Timbercreek Dr/115 Timbercreek Dr to a public nuisance, ordering the removal of said accessory structures, authorizing legal action by the City Attorney in District Court, and other related actions to said accessory structures (CE 2015-016)

**Littleton requested staff take action rather than taking legal action. He asked that staff and all concerned meet to work through. Perryman presented zoning and use violations have occurred.**

**No action taken**

- c. DISCUSSION and related CONSIDERATION agreement with the Institute for Building Technology and Safety (IBTS) to perform certain building and safety plan reviews and other community development services

**Young presented this group contracted with Oklahoma Municipal League. Mr. Blount presented their scope of services. He noted that the cost is passed on to the developer or builder through permit fees. Perryman presented this is a positive move that gives inspection and code enforcement credibility.**

**Motion was made by Smith, seconded by Littleton to approve the service agreement with City staff making any necessary changes and a review by the City Attorney. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

- d. DISCUSSION and related CONSIDERATION of PC 2015-24 (**Ordinance 2015-14**) request of Kathleen McElvany to rezone approximately 3.2 acres located at 7805 McElvany Dr from the General Agricultural A-1 District to the Residential Estates R-1B

Young presented this is correcting and bringing in to compliance what has been filed with the county clerk.

**Motion was made by Smith, seconded by Buck to approve Item 7d granting to amend the zoning from A-1 to R-1B. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

- e. DISCUSSION and related CONSIDERATION of PC 2015-27 (**Resolution 2015-16**) request of Central Oklahoma Auto Remarketing for a Specific Use Permit to operate an Automotive Sales business at 2704 E. SH-37

**Young presented this is for operation of a car lot.**

**Motion was made by Littleton, seconded by Smith to approve Resolution 2015-16 request for a Specific Use Permit to operate an automotive sales business. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

- f. DISCUSSION and related CONSIDERATION regarding drafting a new ordinance regulating oil and gas drilling and related activities

**Young presented these activities are damaging the roads. Perryman presented legislature restricts municipalities.**

**No Action Taken**

- g. DISCUSSION and related CONSIDERATION of an interlocal agreement with the Oklahoma Department of Environmental Quality to abate asbestos and lead paint at the former gas station building located at SW 5<sup>th</sup> St and W Main St.

**Young presented Department of Environmental Quality will do the work at no cost to the City. There is potential to lease this building once the abatement is complete.**

**Motion was made by Smith, seconded by McLeroy to approve Item 7g accepting the agreement. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

8. PUBLIC SAFETY

- a. DISCUSSION and related CONSIDERATION request of Farm Credit Western Oklahoma to relocate the Outdoor Warning Siren at N. Mustang Rd./SH-4 & E. Tyler Dr.

**Douglas presented the relocation costs should be significantly lower than what is listed. Mr. Johnson presented they are prepared to have the siren moved and are aware of the cost.**

**Motion was made by Smith, seconded by McLeroy to approve relocating the siren at a cost not greater than \$6,500. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

- b. DISCUSSION and related CONSIDERATION approval of **Resolution 2015-15** authorizing submission of a Rural Economic Action Plan (REAP) grant for additional storm sirens

**Douglas presented he is resubmitting the REAP grant that the City was not awarded last year. Items b,c,d and e require individual approval.**

**Motion was made by Littleton, seconded by McLeroy to approve Item 8b authorizing submission of the grant. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

- c. DISCUSSION and related CONSIDERATION approval of Rural Economic Action Plan (REAP) authorization form

**Motion was made by Smith, seconded by Littleton to approve Item 8c authorization form. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

- d. DISCUSSION and related CONSIDERATION approval a Rural Economic Action Plan (REAP) capital needs summary/5-year plan

**Motion was made by McLeroy, seconded by Chester to approve Item 8d capital needs summary. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

- e. DISCUSSION and related CONSIDERATION approval of a Rural Economic Action Plan (REAP) contributing partner in-kind agreement

**Motion was made by Buck, seconded by Chester to approve Item 8e authorizing partner in-kind agreement. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

**Mayor Chester asked to skip the following items and recess the meeting.**

**Motion was made by Buck, seconded by Chester to recess at 8:03 P.M. with a five minute break then begin the Tuttle Public Works Authority Meeting.**

**Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

**The Tuttle Development Authority meeting was cancelled.**

**Mayor Chester reconvened the Council meeting at 8:52 P.M.**

9. COMMUNITY SERVICES

- a. DISCUSSION and related CONSIDERATION award of contract to replace the Tuttle Public Library roof

**Smith asked what type of roof would be best for the building. McLeroy presented TPO product only as good as the coating used. Council discussed the bids and the selection of contractor that has experience with this type of roof. Slattery presented all three contractors are qualified. Perryman presented the concerns of the council are valid.**

**Motion was made by Buck to accept the bid from Ground Zero due to providing references and certification. Motion died for lack of a second.**

**Motion was made by Littleton to table this item. Motion died for lack of a second.**

**Motion was made by Smith to accept the lowest bid for TPO roof by Guardian Construction in the amount of \$11,015.85, seconded by Littleton. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**  
**Nay: None**

10. INFORMATION AND REPORTS

a. City Manager and Department Reports

**Young presented a new restaurant is coming to Williams shopping center. Young introduced Jason O'Neal as the new finance director and noted two other administrative staff have been hired.**

**Speaking with contractor tomorrow about completing the desk. Montfort development plans beginning, they are owners of Riata Ranch. Employees have completed NIMS training and encourage council to complete this online.**

b. Councilmember Reports

**Smith thanked all for making the rodeo a success. Appreciates all that public works did to help.**

**McLeroy presented he received a message from a resident asking to grade Silver City Ridge at Morgan Road.**

**Buck thanked Slattery and public works for repairing Tyler Dr. Presented some residents are not happy with landscaping of median in Silver Ridge. Request for police to patrol roads in regard to rock haulers and oil field trucks.**

**Chester asked about the Fire Station #2 retention pond. Slattery presented water will always run to the creek. Anthony presented information about the pond. Buck asked about following the rules to build a pond.**

**Chester presented the school has asked for a police officer to work at the high school. Cluck presented he asked the superintendent what the school would pay and never received a response. The department cannot absorb the cost of putting an officer at the school.**

**Littleton thanked Slattery for contracting the installation of the gas line and thanked McLeroy for retreat and workshop idea.**

**McLeroy presented the meeting he attended will also present meeting in Tuttle if requested.**

**Mayor Chester recessed the Council meeting at 9:50 P.M. with a 5 minute break before beginning executive sessions.**

11. EXECUTIVE SESSIONS

(Section 307, Title 25, Oklahoma Statutes permits the public body to meet in executive session for certain specified reasons under certain specified conditions. Any formal action will occur in regular session)

a. CONSIDERATION to conduct an EXECUTIVE SESSION regarding collective bargaining with the International Association of Firefighters Local #5017 (Proposed Executive Session pursuant to 25 O.S. Section 307 (B)(2) to discuss negotiations between the City of Tuttle and representatives of an employee group. The City Council shall make a determination as to its intent to enter into executive session in open session. No action shall be taken in executive session and any action taken at the conclusion of the executive session must be taken in open session.)

1. CONSIDERATION action related to Executive Session Item 11a

- b. CONSIDERATION to conduct an EXECUTIVE SESSION regarding collective bargaining with the Fraternal Order of Police Lodge #197 (Proposed Executive Session pursuant to 25 O.S. Section 307 (B)(2) to discuss negotiations between the City of Tuttle and representatives of an employee group. The City Council shall make a determination as to its intent to enter into executive session in open session. No action shall be taken in executive session and any action taken at the conclusion of the executive session must be taken in open session.)
  - 1. CONSIDERATION action related to Executive Session Item 11b

**Mayor Chester reconvened the City Council meeting at 10:26 P.M.**

**David Perryman announced for the record that no other items were discussed in Executive Session except for what was stated on the agenda and no action was taken in Executive Session.**

**NEW BUSINESS**  
**ANNOUNCEMENTS**  
**ADJOURNMENT**

**Motion was made by Littleton, seconded by Smith to adjourn the City Council Meeting at 10:27 p.m.**  
**Motion carried as follows:**  
**Aye: Buck, Littleton, McLeroy, Smith and Chester**  
**Nay: None**

Attest:

\_\_\_\_\_  
Wendy Marble, City Clerk

\_\_\_\_\_  
Tommy Joe Chester, Mayor